

**ROSLYN UNION FREE SCHOOL DISTRICT
Meeting of the Board of Education**

Monday, November 19, 2018
(Business and Executive Agenda rescheduled from November 15, 2018)

6:45 A.M.

Administration Building

Minutes

Meryl W. Ben-Levy, President
Clifford Saffron, Vice President.
Michael Levine
Steven Litvack
David Seinfeld
Bruce G. Valauri

ALSO PRESENT

Allison Brown	Superintendent
Joseph C. Dragone	Assistant Superintendent for Business and Administration
Karina Báez	Assistant Superintendent for Elementary Education
Nancy Carney Jones	District Clerk

ABSENT

David Dubner	
Michael Goldspiel	Assistant Superintendent for Secondary Education
Josh Bloom	Student Delegate

The Board convened in Public Session in the office of the Superintendent at 6:45 a.m.

Preliminary Announcements
Emergency Procedures
Cell Phones

Pledge of Allegiance

6:45 a.m. – Public Hearing – District Safety Plan (Attachment)

Ms. Ben-Levy called the public hearing to order at 6:48 a.m. She asked for public comment on the District Safety Plan. Since there was no public comment, Ms. Ben-Levy closed the public hearing at 6: 49 a.m.

The Board convened in Public Session at 6:50 a.m.

6:50 a.m. - Board of Education Meeting

Board President's Comments

Ms. Ben-Levy thanked everyone for attending this early morning meeting and in the spirit of Thanksgiving, expressed her sincere appreciation and thankfulness for each of her fellow board members.

Superintendent's Comments

Ms. Brown had no comments this morning.

Student Delegate's Comments

Mr. Bloom was not in attendance.

PUBLIC COMMENT #1 Limited to Agenda Items ONLY

(Will be limited to ½ hour, no more than 2 minutes per speaker).

Though not required by law, the Roslyn Board of Education invites public comment during its meetings. Citizens will be recognized by the presiding officer. Please state your name and address before speaking and direct all comments to the Board. This is not a time for citizen to citizen exchanges. We ask that comments not include the names of students or staff members, and comments are not permitted with respect to confidential matters. Please also be reminded that Board meetings are designed by law to facilitate the school district's business and provide for public Board deliberations. Thank you

No comment.

ACTION ITEMS

Action may be taken for each individual resolution or by the titled subgroups. Bracketed information following resolutions is not part of the Board's official action and does not become part of the official record.

PERSONNEL:

ALL PERSONNEL APPOINTMENTS LISTED ARE FUNDED IN THE CURRENT BUDGET UNLESS OTHERWISE NOTED

- P.1.** It is the recommendation of the Superintendent of Schools that the following resolution be adopted:
RESOLVED, that the Roslyn Board of Education approves the appointments, resignations, terminations, elimination of positions, transfers, and leaves of absence as detailed in the Personnel Action Reports attached as **(Attachment P.1 Professional)**
- P.2.** It is the recommendation of the Superintendent of Schools that the following resolution be adopted:
RESOLVED, that the Roslyn Board of Education approves the appointments, resignations, terminations, elimination of positions, transfers, and leaves of absence as detailed in the Personnel Action Reports attached as **(Attachment P.2 Classified)**

Addendum

P.1 Professional

Item	Name	Action	Position / Replacing	Location	From	To	Tenure Area	Certification / Class / Step / Salary
22	Danielle Vuotto	Resignation	Teaching Assistant	EH		11/27/18 (last day of employment)		

P.2 Classified

Item	Name	Action	Position / Replacing	Class	Type of Appt	Location	From	To	Certification Class / Step Salary
6	Michael Carbone	Probationary Appointment	Maintainer (R. Calo)		Prob	Main	On or about 12/10/18*		Grade 5/Step 1 Per RCBDMA Contract

Mr. Saffron moved, seconded by Mr. Levine, and carried by a vote of 6-0, (Mr. Dubner absent), to approve Agenda Items numbered P.1, P.2, Addenda P.1 and P.2

BUSINESS/FINANCE:

ALL ITEMS ON THE BUSINESS/FINANCE PORTION OF THE AGENDA ARE WITHIN THE BUDGET UNLESS OTHERWISE SPECIFIED

B.1. Recommendation to approve the following contracts and to authorize the Board of Education President to execute (those contracts marked with an asterisk have been prepared pursuant to a previous award of an RFP or bid):

- (i) Contractor: Camp Taconic
Services: High School Marching Band Camp for summer 2019
Fees: \$555.00 per participant
Total estimated to be \$73,260.00
(Agreement is subject to review and approval by district counsel)
- (ii) Contractee: Roslyn Neighborhood Corporation
Services: Use of (1) room at Heights School for Roslyn After-School Program for the period 7/1/18 thru 6/30/19
Fees: \$1,242.22 for school year – Roslyn to receive

Recommendation to **amend** the following contract (iii) which was approved by the Board of Education on June 14, 2018 (item B.1. (xxviii)):

- (iii) Contractor: New York Therapy Placement Services
Services: Various services for the 2018-19 school year as specified in the agreement

Fees: Total estimated to be ~~\$16,600~~ \$17,292 (~~\$600~~ \$1,292 for the summer program; \$16,000 for the school year)
(Agreement is subject to review and approval by district counsel)

Recommendation to **amend** the following contract (iv) which was approved by the Board of Education on June 14, 2018 (item B.1. (xxxi)):

(iv) Contractor: PBS Consulting & Psychological Services
 Services: Various services for the 2018-19 school year as specified in the agreement
 Fees: Total estimated to be ~~\$343,300~~ \$356,300 (~~\$22,000~~ \$35,000 for the summer program; \$321,300 for the school year)
 (Agreement is subject to review and approval by district counsel)

B.2. Recommendation to approve Capital Budget Appropriation Transfers as per attached. (**Attachment B.2.**)

B.3. Recommendation to approve **2018-19** general fund appropriation requests:

<u>FROM BUDGET CODE</u>		<u>AMOUNT</u>
2250-430-03-9000-307	SP ED CONTRACT SVCES	\$9,858.00
	Subtotal	\$9,858.00

<u>TO BUDGET CODE</u>		<u>AMOUNT</u>
2250-450-03-9000-307	SP ED SUPPLIES DW	\$9,858.00
	Subtotal	\$9,858.00

REASON FOR TRANSFER REQUEST: To cover the cost of purchasing EpiPens for the nurse's offices district-wide.

B.4. Recommendation to approve a payment in the amount of \$17,562.14 to Ingerman Smith, L.L.P. for legal services rendered to the district for the period ending 09/30/2018.

B.5. Recommendation to approve a revision to the total number of hours of legal services provided in regard to real estate transactions, construction matters and litigation as 08/31/2018. This was originally approved at the 10/4/2018 BOE meeting as item B.4.

B.6. Recommendation to approve the following payments to BBS Architects for professional services rendered to the district and reimbursable expenses pertaining to capital improvements at the locations indicated in the table below. [Funds will be deducted from the Capital Budget Codes indicated in the table below.]

Payment	Location/ Project	Budget	PO #S	Inv #
\$7,700.00	EH Prof. Svcs.	2110-245-04-1804	H18-00056	5

- B.7.** Recommendation to approve a change order as indicated below. This change order will increase the contract with Palace Electric in the amount of \$1,231.18 and therefore increase the purchase order to Palace Electric H18-00008 in account code H-1620-296-06-1506.

Palace Electrical Contractors, Inc. (HTS EC-006) represents the cost to provide labor and materials to provide power to the new grease trap (as per previous Maccarone approved proposal) as required by the Nassau County Department of Health as part of the new approved sanitary system. This was first presented to the Board of Education as a pending change order (PCO #13) in the estimated amount of \$1,250 as item B11 on the agenda of 7/19/18.

- B.8.** Recommendation to approve a change order as indicated below. This change order will increase the contract with Palace Electric in the amount of \$6,826.39 and therefore increase the purchase order to Palace Electric H18-00008 in account code H-1620-296-06-1506.

Palace Electrical Contractors, Inc. (HTS EC-007) represents the cost to remove and dispose of the existing surface-mounted lighting fixtures and install temporary lighting fixtures in six second floor classrooms and one first floor classroom. This was first discussed with the Board of Education as a pending change order as part of the agenda of 7/19/18. The work had already been authorized in advance of the 7/19/18 meeting as it needed to be done in order to perform the lead abatement.

- B.9.** Recommendation to approve a change order as indicated below. This change order will increase the contract with Palace Electric in the amount of \$5,119.24 and therefore increase the purchase order to Palace Electric H18-00008 in account code H-1620-296-06-1506.

Palace Electrical Contractors, Inc. (HTS EC-008) represents the cost to provide labor and materials to provide power to the new instant hot water heaters in the classroom sinks. This was first presented to the Board of Education as a pending change order (PCO #16) as item B18 on the agenda of 7/19/18 with an estimated cost of \$5,200.

- B.10.** Recommendation to approve a change order as indicated below. This change order will increase the contract with Baruti Construction in the amount of \$4,241.16 and therefore increase the purchase order to Baruti in account code H-1620-293-06-1606.

Baruti Construction Inc. (HTS GC-019) represents the cost to provide labor and materials to remove and dispose of an existing concrete walkway discovered concealed beneath the existing asphalt paving at the bus loop. This was first presented to the Board of Education as a pending change order (PCO #28) in the estimated amount of \$4,500 as item B14 on the agenda of 8/30/18.

- B.11.** Recommendation to approve a change order as indicated below. This change order will increase the contract with Baruti Construction in the amount of \$3,060.71

and therefore increase the purchase order to Baruti in account code H-1620-293-06-1606.

Baruti Construction Inc. (HTS GC-020) represents the cost to remove and re-install the existing deteriorated brick and cast concrete cap stone at the face of the front steps which will fall apart due to its condition when the concrete pad around and below it is removed. This was first presented to the Board of Education as a pending change order (PCO #29) in the estimated amount of \$3,200 as item B15 on the agenda of 8/30/18.

- B.12.** Recommendation to approve a change order as indicated below. This change order will increase the contract with Baruti Construction in the amount of \$17,671.50 and therefore increase the purchase order to Baruti in account code H-1620-293-06-1606.

Baruti Construction Inc. (HTS GC-021) represents the cost for installation of new flush concrete curbs along both sides of the Bus Loop as shown on the revised site drawings provided by VHB Engineers at the request of the District Facilities Department. This was first presented to the Board of Education as a pending change order (PCO #31) in the estimated amount of \$18,000 as item B17 on the agenda of 8/30/18.

- B.13.** Recommendation to approve a change order as indicated below. This change order will increase the contract with Baruti Construction in the amount of \$17,564.40 and therefore increase the purchase order to Baruti in account code H-1620-293-06-1606.

Baruti Construction Inc. (HTS GC-022) represents the cost to provide labor and materials for the installation of two (2) new drywells in the new bus loop. This was first discussed with the Board of Education as a pending change order (PCO #32) in the estimated amount of \$18,000 on the agenda of 8/19/18.

- B.14.** Recommendation to approve a change order as indicated below. This change order will result in an increase in the contract with Central Air Corporation in the amount of \$5,407.50 which will increase purchase order H16-00017 in account code H1620.294.03.1602

Central Air Corporation (Bus MC-004) represents the cost to provide labor and materials to replace and reprogram the variable frequency drive in Make-up Air Unit #1 damaged as a result of a power surge at the building. This was first presented to the Board of Education as a pending change order (PCO #7) on 10/4/2018 item B5 in the estimated amount of \$5,500.

- B.15.** Recommendation to approve a change order as indicated below. This change order will increase the contract with Maccarone Plumbing in the amount of \$4,068.11 and therefore increase the purchase order to Maccarone Plumbing H18-00010 in account code H-1620-295-06-1606.

Maccarone Plumbing, Inc. (HTS PC-006) for additional work required to provide and install six (6) instant hot water heaters to the classroom sinks to replace the existing units, as requested. This was first presented to the Board of Education as a pending change order (PCO #6) in the estimated amount of \$4,100 as item B12 on the agenda of 8/30/18.

- B.16.** Recommendation by Regina Colardi, Heights School Principal, to declare as obsolete the following item which is no longer functioning, and cannot be repaired. Once the item is removed, the space will be utilized in a more efficient matter. **(Attachment B.16.)**

- One (1) Excel Electric Kiln (Roslyn UFSD Asset Tag Number 301566, Property of Roslyn UFSD Asset Tag Number 20082777)

Addendum

- B.17.** Recommendation to approve a change order as indicated below. This change order will increase the contract with Palace Electric in the amount of \$13,686.80 and therefore increase the purchase order to Palace Electric H18-00008 in account code H-1620-296-06-1506.

Palace Electrical Contractors, Inc. (HTS EC-010) represents the cost to provide labor and materials for additional power and data in the media center/computer area as per the KG&D sketch ESK 3 & 3A. KG&D Architects had reviewed the proposal, marked it up as they found it to be excessive and lacking credit for deleted items indicated in the issued sketch. We presented PCO 12R2 to the BOE as item B14 on the agenda of 7/19/18 as a not to exceed amount until negotiations by PEC could reduce the cost down to an acceptable amount.

- B.18.** Recommendation to approve a change order as indicated below. This change order will increase the contract with Palace Electric in the amount of \$10,466.04 and therefore increase the purchase order to Palace Electric H18-00008 in account code H-1620-296-06-1506.

Palace Electrical Contractors, Inc. (HTS EC-011) represents the cost to provide labor and materials to remove and replace wiring that is running over the floor joists in order to allow the general contractor to install plywood floors as designed by the architect. This was first presented to the Board of Education as a pending change order PCO 4 in the estimated amount of \$10,500 as item B12 on the agenda of 4/17/18.

- B.19.** Recommendation to approve a change order as indicated below. This change order will increase the contract with Baruti Construction in the amount of \$68,532.22 and therefore increase the purchase order to Baruti in account code H-1620-293-06-1606.

Baruti Construction Inc. (HTS GC-024) represents the cost to provide labor and materials to install additional estate fencing and chain link enclosures as per the attached plan, as requested. This was first discussed with the Board of Education as a pending change order (PCO #34) in the estimated amount of \$69,000 on the agenda of 11/1/18 as item B10.

B.20. Recommendation to approve a change order as indicated below. This change order will increase the contract with Baruti Construction in the amount of \$17,136.00 and therefore increase the purchase order to Baruti in account code H-1620-293-06-1606.

Baruti Construction Inc. (HTS GC-025) represents the cost to provide labor and materials to install concrete paving stone walkway under the canopy to the new main entrance of the new building addition to match the High School in color and pattern, as requested. This was first discussed with the Board of Education as a pending change order (PCO #35) in the estimated amount of \$17,136 on the agenda of 11/1/18 as item B11.

Mr. Saffron moved, seconded by Mr. Litvack, carried by a vote of 6-0, (Mr. Dubner absent) to approve Agenda Items numbered B.1 – B.16, Addenda B.17 – B.20

CURRICULUM AND INSTRUCTION:

C&I.1 Recommendation to accept the confidential stipulations of the CPSE for the dates listed below as well as the implementation plans for the corresponding special education programs, services and parent notification as previously approved by the Committee on October 24, 2018.

C&I.2 Recommendation to accept the confidential stipulations of the CSE for the dates listed below as well as the implementation plans for the corresponding special education programs, services and parent notification as previously approved by the Committee on September 24, 2018; October 3, 2018; October 18, 2018; October 23, 2018; October 24, 2018; October 26, 2018; October 29, 2018 and November 2, 2018.

C&I.3 Recommendation to approve Allison Brown to attend the New York State Council of School Superintendents 2019 Winter Institute and Lobby Day in Albany, New York from March 2 through 5, 2019 at an estimated cost to the district of \$2,100.00.

Mr. Saffron moved, seconded by Mr. Litvack, carried by a vote of 6-0, (Mr. Dubner absent) to approve Agenda Item numbered C&I.1 – C&I.3

BOARD OF EDUCATION:

BOE.1 Recommendation to conduct the *second* reading of Board of Education Policies
5162 Student Dismissal Precautions
5550 Student Privacy
6685 Medicaid Compliance

To abolish the following:

9020 Board-Staff Communications
9210 Professional Staff Positions
9211 Professional Staff Qualifications
9211-R Professional Staff Qualifications Regulation
9211-E Professional Staff Qualifications Exhibit
9220 Professional Staff Contracts and Compensation Plans

- 9221 Professional Staff Salary Schedules
 - 9222 Professional Staff Fringe Benefits
 - 9223 Professional Staff Leaves and Absences
 - 9241 Arrangements for Professional Staff Substitutes
 - 9253.1 Reduction in Professional Staff Work Force
 - 9253.2 Resignation of Professional Staff Members
 - 9260 Professional Staff Assignments and Transfers
 - 9270 Professional Staff Time Schedules
 - 9271 Professional Staff Extra Duty
 - 9272 Professional Staff Meetings
 - 9280 Professional Staff Development
 - 9290 Miscellaneous Staff Policies
 - 9292 Professional Research & Publishing
 - 9294 Professional Organizations
 - 9410 School Board Negotiating Powers, Rights and Duties
 - 9420 Recognized Employee Collective Bargaining Agents
 - 9440 Staff Job Actions
 - 9510 Personnel Records
 - 9520 Staff Complaints
- (Attachment BOE.1)**

BOE.2 Recommendation to conduct the *third* reading of Board of Education Policies:5152 Admission of Non-Resident Students, 5460 Child Abuse, Maltreatment or Neglect Outside the Educational Setting, and 5465 Child Abuse in an Educational Setting. **(Attachment BOE.2)**

BOE.3 BE IT RESOLVED that the Board of Education of the Roslyn Public Schools hereby ***abolishes the following policies:***

- Policy 5152 Admission of Non-Resident Students
- Policy 5460 Suspected Child Abuse, Neglect and Maltreatment
- Policy 5465 Child Abuse in an Educational Setting

and hereby ***adopts the following policies in their place:***

- 5152 Admission of Non-Resident Students
- 5460 Child Abuse, Maltreatment or Neglect Outside the Educational Setting
- 5465 Child Abuse in an Educational Setting

BOE.4 WHEREAS, on May 15, 2018, the Roslyn Union Free School District conducted its annual budget vote and election; and

WHEREAS, the District Clerk is currently in possession of the unused, defective, and void ballots resulting from such election; and

WHEREAS, Education Law Section 2034(6) provides for the destruction of such ballots when a period of six (6) months from the date of the annual budget vote and election has elapsed; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Roslyn Union Free School District orders the destruction of all unused, defective, and void ballots resulting from the May 15, 2018 election.

BOE.5 Whereas the Board of Education has sought community volunteers to serve as members of the Citizens Audit Advisory Committee, and

Now therefore be it resolved that the following community members who have expressed an interest in continuing to serve on the CAAC are hereby appointed for a term of July 1, 2018 through June 30, 2021.

- Elliot Altman
- Charles Blank
- Scott Nussbaum
- Sharon Sullivan-Dusling

Mr. Saffron moved, seconded by Mr. Litvack, carried by a vote of 6-0, (Mr. Dubner absent) to approve Agenda Items BOE.1 - BOE.5

Public Comments #2

No comments.

Executive Session

Mr. Saffron moved, seconded by Mr. Levine, carried by a vote of 6-0; (Mr. Dubner absent) that the Board of Education adjourns to Executive Session at 6:53 a.m., to discuss real estate and personnel matters.

Mr. Saffron moved, seconded by Mr. Litvack, carried by a vote of 6-0, (Mr. Dubner absent) to return to the public session at 7:43 a.m.

Adjournment

There being no further business to come before the Board of Education Mr. Saffron moved, seconded by Mr. Litvack, carried by a vote of 6-0, (Mr. Dubner absent) to adjourn at 7:44 a.m.

Respectfully submitted,

Nancy Carney Jones
Nancy Carney Jones
District Clerk